

**MEETING MINUTES**

**MILPITAS COMMUNITY ADVISORY COMMISSION  
Milpitas City Hall, Committee Meeting Room  
Wednesday, April 6, 2016**

- I. **Call to Order & Roll Call** Chair Mohsin called the meeting to order at 7:00 PM  
Present: Chair Mohsin, Vice Chair Leon, Commissioners Bilbao, Kathapurkar, Manassau, Rosario, Sharma, Truong  
  
Alternate Commissioners Present: Bell, Chen, Gandhi  
  
Absent: Batilo, Lee
- II. **Seating of Alternates** – Bell, Gandhi
- III. **Pledge of Allegiance** – Chair Mohsin led the Pledge of Allegiance
- IV. **Approval of Agenda** – Commissioner Rosario motioned, and Commissioner Manassau seconded, for approval of the agenda. Motion carried unanimously.
- V. **Approval of Minutes – Minutes of March 2, 2016** – Commissioner Bilbao motioned, and Commissioner Sharma seconded, for approval of the meeting minutes. Motion carried unanimously.
- VI. **Public Forum** – No speakers
- VII. **Announcements** – Staff Liaison Tim Wong reminded the commissioners of the April 30 Commissioner Appreciation event. He said the commission is scheduled to make a presentation to City Council on August 2 and this will be discussed at the next meeting.  
  
Chair Mohsin said the commission's budget will expire on June 30 and he would like to order jackets. He found a vendor who can provide long sleeved jackets and requested that Mr. Wong email him the city logo so that he can send it to the vendor and get a price quote.
- VIII. **Liaison Report** – Vice Mayor Montano was not present.
- IX. **Commissioners Round Table** – Chair Mohsin said it was his responsibility to keep the CDBG funding meeting efficient and on time, and although he gave everyone a chance to speak he felt some commissioners spoke out of turn. He asked that in the future the commissioners keep comments succinct and not be repetitive, come to the meeting prepared and attend the training session if necessary.  
  
Chair Mohsin said the last Our City Forest (OCF) tree planting event went well and there were approximately 25 volunteers that planted 18 trees. The next tree planting event is scheduled for April 23 and Chair Mohsin encouraged the commissioners to attend. Commissioner Kathapurkar felt the tree planting was a challenge because there were not as many volunteers as expected and he said the location was difficult to find.
- X. **Unfinished Business**
  - A. **CDBG Recommendations**  
  
Mr. Wong said one non-public service application received was not eligible for funding,

therefore there is approximately \$26,652 remaining in non-public service funds to be allocated. He solicited the service providers notifying them that the City would be accepting non-public service applications for the remaining funds. Two applications were received, from Rebuilding Together and Habitat for Humanity. Staff's recommendation is that \$26,000 go to Habitat for Humanity and \$652 to Rebuilding Together.

Jane Grey of Habitat for Humanity was present. She said they will match this funding with CalHome funding of \$1 million and are able to leverage with their network of Restores to get reduced price materials and fixtures for homes.

Bev Jackson of Rebuilding Together was present and thanked the commission for their support. She spoke of her organization and said their repairs focus on health and safety and critical home repairs and accessibility improvements.

The commissioners all approved of staff's funding recommendation of \$26,000 to Habitat for Humanity and \$652 to Rebuilding Together.

## **B. Official Tree Definition**

The City Council adopted the Jacaranda tree as the official City tree but was specific in saying it is not to be used as a street tree, but as an accent tree. They were unclear as to what it means to receive an official tree designation and directed staff to work with the CAC to prepare a definition.

Mr. Wong researched official tree designations and said there are only a few jurisdictions that have them and it is an honorary title with no requirements associated with it.

An official tree definition was developed. Commissioner Kathapurkar said the City should recognize the tree in some way, by recognizing it on the City's website or mounting a plaque at city hall.

The commission agreed there should be no requirement to plant the Jacaranda tree, it should be recognized on the city's website, it should be considered an accent tree not a street tree, and it should be included at city gateways.

## **XI. New Business**

### **A. 2016 Spring Cleanup Day**

The Spring Cleanup is scheduled for April 23 but the commission needs to finalize the location. Chair Mohsin said Commissioner Batilo had suggested Pinewood Park and he asked the commissioners if they approved of that location or had other suggestions. Vice Chair Leon said he is not opposed to the suggestion but questioned the rationale for hosting this event at a City park, which should be maintained by City staff, instead of service low income residents as in the past. Chair Mohsin said the timing is short and suggested selecting a location tonight or postponing the event. It was decided to postpone the event but to let the Milpitas Cares know about the Pinewood Park volunteer opportunity.

Chair Mohsin will contact Milpitas Cares to let them know they can clean up at Pinewood Park on April 23. This event is separate of the CAC Spring Cleanup Day, and the subcommittee should return with recommendations for a new date, location, and information on available volunteers.

### **Review Subcommittee Member Assignments and Update as Needed**

Make a Difference Day:	Batilo, Mohsin, Lee, Sharma (A)
National Night Out:	Mohsin, Manassau, Truong, Bilbao (A)
NBO Awards:	Manassau, Rosario, Bilbao, Leon (A)
Spring Cleanup Day:	Sharma, Manassau, Bell, Batilo (A)
Town Hall Meeting:	Batilo, Leon, Kathapurkar, Sharma (A)
Tree Planting:	Kathapurkar, Bilbao, Rosario, Mohsin (A)

**XII. Adjournment** – The meeting was adjourned at 8:38 PM to the next meeting of May 4, 2016.